

Message Text

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PAGE 01 NAIROB 03929 191508 Z

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ACTION AF-18

INFO OCT-01 ADP-00 SY-10 PER-05 AID-20 OPR-02 USIA-12 EB-11

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R 191130 Z JUN 73

FM AMEMBASSY NAIROBI

TO DEPT TREASURY WASHDC

INFO SECSTATE WASHDC 2420

UNCLAS NAIROBI 3929

FOR: M. P. HENNESEY

DEPARTMENT FOR DAY, AF/ EX

E. O. 11652: N/ A

TAGS: EFIN IMF/ IBRD

SUBJECT: IMF/ IBRD SEPTEMBER CONFERENCE

1. REPRESENTATIVES FROM VARIED ELEMENTS OF MISSION, INCLUDING AID, USIS AND EMBASSY' S POLITICAL, ECONOMIC AND ADMINISTRATIVE SECTIONS MET TO DISCUSS OPTIONS FOR CONTROL ROOMS. AFTER DISCUSSING AND ANALYZING SEVERAL OPTIONS WHICH WE BELIEVE WOULD BE SERVICEABLE, EMBASSY IS RECOMMENDING TWO FULLY INDEPENDENT CONTROL ROOMS, ONE AT SECRETARY OF TREASURY' S HOTEL AND THE OTHER AT WORKING STAFF HOTEL. IN ADDITION, WE RECOMMEND USE OF A CENTRAL SERVICE CENTER LOCATED CONVENIENTLY WITH RELATION TO ALL MAJOR HOTELS, I. E., WITHIN THE COMMERCIAL SECTION OF THE EMBASSY ON THE GROUND FLOOR. AVAILABILITY OF CENTRAL SERVICE CENTER WILL ALLOW EMBASSY TO SERVICE RANKING VISITORS IN OTHER HOTELS WHO WILL REQUIRE CASH ACCOMMODATIONS, LIQUOR SERVICE, WELCOME KITS, TOURIST ADVICE, ETC. EMBASSY SUGGESTS FOLLOWING ARRANGEMENTS FOR CONTROL ROOMS:

A. SECRETARY' S HOTEL AND WORKING STAFF HOTEL: EACH CONTROL ROOM CONSISTING OF TWO ADJOINING SINGLES WILL REQUIRE:

2 U. S. SECRETARIES FOR CLASSIFIED TYPING WORKING TWO SHIFTS PER DAY FROM 8 A. M. TO 4 P. M. AND 4 P. M. TO MIDNIGHT, PREFERABLY EMBASSY SECRETARY AND A TREASURY SECRETARY WORKING SAME SHIFT TOGETHER.
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PAGE 02 NAIROB 03929 191508 Z

(4 U. S. SECRETARIES REQUIRED).

1 LOCAL CASHIER FOR CASH ACCOMMODATION, LIQUOR AND CIGARETTE SALES, TWO SHIFTS A DAY (2 LOCAL CASHIERS REQUIRED PER DAY).

1 MESSENGER AS REQUIRED, TWO SHIFTS PER DAY (2 LOCAL MESSENGERS PER DAY).

1 MARINE GUARD FOR EACH OF THREE SHIFTS PER DAY (3 MARINE GURDS).

1 U. S. DUTY OFFICER ON A 24 HOUR BASIS (3 DUTY OFFICERS REQUIRED).

B. COMMERCIAL OFFICE SERVICE CENTER: OPEN FROM 8 A. M. TO APPROXIMATELY 7 P. M.

1 LOCAL CASHIER ON DUTY IN TWO SHIFTS FROM 8 UNTIL 4 AND 4 UNTIL 7 P. M. (2 LOCAL CASHIERS REQUIRED DAILY).

1 LOCAL MESSENGER ON TWO SHIFTS PER DAY (2 LOCAL MESSENGERS REQUIRED).

1 U. S. DUTY OFFICER ON 2 SHIFTS PER DAY (2 DUTY OFFICERS REQUIRED).

2. UNDER FOREGOING RECOMMENDATIONS FOR CONTROL ROOMS, WE WOULD UTILIZE 8 U. S. SECRETARIES, 4 LOCAL CASHIERS, 4 LOCAL MESSENGERS, 8 U. S. DUTY OFFICERS AND 6 MARINE GUARDS FOR A TOTAL OF 30 PERSONS. WE WOULD HOPE THAT TREASURY COULD PROVIDE AT LEAST 4 SECRETARIES FOR CONTROL ROOMS ALONE.

3. ABOVE REQUIREMENTS ARE SEPARATE AND APART FROM STAFFING FOR OFFICES AT KCC.

4. WE WOULD APPRECIATE JOINT TREASURY/ STATE COMMENTS AND SUGGESTIONS.

LINDSTROM

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